

**BRUNSWICK COUNTY BOARD OF COMMISSIONERS  
OFFICIAL MINUTES  
REGULAR MEETING  
FEBRUARY 20, 2006  
6:30 P.M.**

**The Brunswick County Board of Commissioners met in Regular Session on the above date at 6:30 p.m., Commissioners' Chambers, Central Services Building, County Government Center, Bolivia, North Carolina.**

PRESENT: Commissioner David Sandifer, Chairman  
Commissioner May Moore  
Commissioner Tom B. Rabon, Sr.  
Commissioner William M. Sue

STAFF: Marty K. Lawing, County Manager  
Steve Stone, Assistant County Manager  
Huey Marshall, County Attorney  
Jana Berg, Assistant County Attorney  
Debby Gore, Clerk to the Board  
Ann Hardy, Fiscal Operations Director  
  
Tony Cummings, Chief Deputy

ABSENT: Commissioner Phil Norris, Vice-Chairman

**I. CALL TO ORDER**

Chairman Sandifer called the meeting to order at 6:30 p.m.

**II. INVOCATION/PLEDGE OF ALLEGIANCE**

Commissioner Moore gave the Invocation and led the Pledge of Allegiance.

**III. ADJUSTMENTS/APPROVAL OF AGENDA**

Chairman Sandifer asked if there were any adjustments to the agenda. The following adjustments were made:

1. Steve Stone, Assistant County Manager requested to add as item VII-6, setting Public Hearings for March 9, 2006 and March 20, 2006 for the 2006 Community Development Scattered Site Application.

Commissioner Sue moved to approve the agenda as amended. The vote of approval was unanimous.

**IV. PUBLIC COMMENTS**

Chairman Sandifer asked if there was anyone in the audience who wished to speak regarding any item on the agenda or any matter that was not included in the agenda. There were no comments from the audience.

## **V. APPROVAL OF CONSENT AGENDA**

Commissioner Sue moved to approve the Consent Agenda. The vote of approval was unanimous. The following items were approved:

### **A. Minutes**

### **B. Tax Matters**

1. Tax Releases for February 2006
2. Fire Fee Releases for February 2006
3. Tax Collection Monthly Report (Information Only)
4. Motor Vehicle Valuation & Levy for October 2005

### **C. Finance**

#### **1) General Fund Amendment 53 Increase \$53,000**

The Communities in Schools of Brunswick County was awarded a grant in the amount of \$126,000 for the Adventures in Learning Project from the Governor's Crime Commission. The request is to appropriate the second year of the grant funds in the amount of \$53,000. There are no additional county funds involved in this amendment.

#### **2) General Fund Amendment 54 Increase \$1,729**

The county is in receipt of insurance proceeds from VFIS for repairs to a Lifepak 12 Monitor/Defibrillator in the amount of \$1,729. The equipment was damaged during a response. The department requests the funds be appropriated to the EMS budget for repairs and maintenance of the equipment. There are no additional county funds involved in this amendment.

#### **3) General Fund Amendment 56 Increase Cooperative Extension Department \$3,000**

##### **General Fund Amendment 56 Decrease Planning Department (\$3,000)**

The Director of Cooperative Extension requested the appropriation of \$3,000 for contracted services related to a feasibility study for an Expo Center. The Planning Director authorized a reduction of \$3,000 in the planning budget and a transfer to the Cooperative Extension budget for the requested purpose. There are no additional county funds involved in this amendment.

#### **4) General Fund Amendment 59 Increase \$15,257.**

The county is in receipt of insurance proceeds for yard debris removal related to hurricane Ophelia in the amount of \$15,257. The department requests the fund be appropriated to the Solid Waste Department budget for professional services. There are no additional county funds involved in this amendment.

#### **5) General Fund Amendment 61 Transfer \$25,000 from undesignated rescue squad capital outlay fund to VRS Shallotte**

The Rescue Squad Capital Expenditure Committee voted to approve a request from Shallotte Volunteer Rescue for \$25,000 to go toward the purchase of a new ambulance. This amendment would transfer \$25,000 from the undesignated funds to the VRS Shallotte capital outlay. There are no additional county funds involved in this amendment.

#### **6) General Fund Amendment 65 Increase \$14,300**

The Parks & Recreation Department earned revenues in excess of expenditures from the Dixie Youth Baseball Program in fiscal year 2005 and requests those funds be made available for expenditure in fiscal year 2006. At the end of the 2005 fiscal year the funds accumulated in the general fund balance. The requested appropriation is to appropriate the amount from fund

balance for the Dixie Youth Program in the amount of \$14,300. There are no additional county funds involved in this amendment.

7) General Fund Amendment 66 Increase \$3,000

Emergency Management received \$3,000 of funds in addition to the amount budgeted of \$72,000 from Progress Energy Carolinas program. The request is to appropriate the funds for miscellaneous expenditures in the Emergency Management Progress Energy Department. There are no additional county funds involved in this amendment.

8) General Fund Amendment 67 Increase \$6,450

The Criminal Justice Partnership Program received notification that their request for reallocated funds was approved for an additional \$6,450. The funds are available through June 16, 2006. The request is to appropriate the funds for major operating equipment for the purchase of a laptop computer in the amount of \$2,525 and office supplies of \$3,925. There are no additional county funds involved in this amendment.

9) Health Fund Amendment 21 Increase \$400

The Health Department received notification of an increase in State funding for Child Lead Poisoning Prevention (Department 135175) in the amount of \$400. The department requests the additional funds be appropriated for office supplies. There are no additional county funds involved in this amendment.

10) Sewer Fund Amendment 6 Increase \$66,000

The department requests additional funds for the estimated expenditures in excess of amounts budgeted associated with pump and haul costs at the government complex and Brunswick Community College. Investment earnings exceeded the amount budgeted and the request is to appropriate \$66,000 of additional investment earnings in the sewer fund for the contracted services at the two plants. Additional county funds from investment earnings are involved in this amendment.

11) General Fund Amendment 68 Increase \$1,155,000

The Register of Deeds recommended appropriation of additional fees collected. The amendment requested will appropriate \$4,000 of marriage licenses revenue, \$73,000 of recording fees earned and \$1,078,000 of excise tax collected for the purpose of remittances to the State totaling \$1,082,000, \$38,000 transfer to ROD technology fund, \$20,000 for retirement, \$10,000 for temporary and part time salaries and \$5,000 for telephone expense. There are no additional county funds involved in this amendment.

12) ROD-Technology Enhancement Fund Amendment 1 Increase \$38,000

The Register of Deeds recommended appropriation of additional fees collected and requested that a portion of those fees be transferred to the ROD Technology Enhancement Fund in the amount of \$38,000. The requested appropriation is for minor office equipment totaling \$30,000, contracted services of \$4,000 and computer software of \$4,000. There are no additional county funds involved in this amendment.

13) Investment Report for the period beginning July 1, 2005 thru January 31, 2006 as compared to the same period in the prior year. Earnings were \$1,251,383 as compared to \$434,656 in the prior year.

14) Medicaid Report for the period beginning July 1, 2005 thru January 31, 2006. Expenditures were \$2,454,395 or 55.28% of the annual budget for the seven month period.

**D. Exemption from Tipping Fees**

Request approval to exempt Piney Grove Freewill Baptist Church from tipping fees at the County Landfill.

**E. Resolution - Northwest Senior Nutrition Site**

Request approval of a Resolution in support of the application of Crystal Spring Missionary Baptist Church to the Catherine Kennedy Home Foundation.

**RESOLUTION IN SUPPORT OF CRYSTAL SPRING  
MISSIONARY BAPTIST CHURCH**

**Whereas**, Brunswick County has an established program to assist the elder and senior citizens of the County, offering meals and other types of assistance in various locations around the County, in an effort to partially recognize the contributions made in years past by these citizens of distinctions, and

**Whereas**, various institutions around the County have participated in the distribution of meals assistance, and some have helped in other capacities that improve the quality of life for our citizens of quality, and

**Whereas**, one such group, the Crystal Spring Missionary Baptist Church, has helped the County tremendously by providing a site where the County can offer meals of quality to its citizens of honor, and quite bluntly, the response has been so favorable, that the space is no longer large enough to accommodate the current participants, and in its pursuit of excellence, the Church has undertook to enlarge its multi-purpose room to share the joy of living with more people that so choose, and

**Whereas**, the Crystal Spring Missionary Baptist Church, has made application with the Catherine Kennedy Home Foundation for assistance in enlarging its multi-purpose facility, and the County wishes to support that application.

**Now therefore, the Brunswick County Commissioners** are hereby resolved to endorse the application of the **Crystal Spring Missionary Baptist Church** to the Catherine Kennedy Home Foundation, for assistance with its multi-purpose room, that has benefited the County and the senior citizens of the area, as well as the Church, and that the County continues to support the efforts of the Crystal Spring Missionary Baptist Church to make the lives of others just a little bit better.

This the 20<sup>th</sup> day of February, 2006.

s/David R. Sandifer, Chair  
Brunswick County Commissioners

Attest:

s/Deborah S. (Debby) Gore, Clerk to the Board, CMC

**F. Register Of Deeds**

Request authorization of the removal of records from the Register of Deeds Office to the Joseph J. Marrotti Co. for renovation.

**G. Surplus Vehicle Declaration and Appropriation to Countywide CDC**

Request approval of surplus vehicle declaration and appropriation to Countywide CDC.

**VI. PRESENTATION**

**1. Don Yousey, Health Director – Ham Stevens Award (David Sandifer)**

Chairman Sandifer commended Brunswick County Health Director Don Yousey on the recent award he received at the Annual Health Directors Conference in January 2006. This award is presented to individuals who exemplify the qualities of the former Health Director and friend of public health, Dr. Ham Stevens whose career spanned many years in Public Health. The Board

thanked Mr. Yousey for his years of service to Brunswick County. Mr. Yousey stated that this recognition would not have been possible without the wonderful work of all the employees of the Health Department and the support that he receives on a daily basis from the Board of Health and Board of Commissioners.

**2. Voluntary Agriculture District 2005 Annual Report (Sam Bellamy)**

Sam Bellamy presented the 2005 Voluntary Agricultural District Annual Report and thanked the Board for their many years of support.

**3. NC Association of Conservation Dist. Lower Cape Fear Stewardship Award (Gene Ward)**

Gene Ward informed that Buddy Milliken was recently awarded “Outstanding Recognition” for development projects in the Lower Cape Fear Region that demonstrate outstanding environmental stewardship through the protection, conservation, improvement and awareness of natural resources. Woodsong, located in Shallotte is owned and developed by Mr. Milliken.

Sue Gore, a third grade teacher at Waccamaw Elementary School was recently honored as “North Carolina Teacher of the Year” for excellence in classroom instruction incorporating nature studies with math and science skills.

Mamie Caison, Director of the Brunswick Soil and Water District was presented the “Outstanding Environmental Educator Award” for outstanding work in educational initiatives in Brunswick County as well as her service on the State level. Only one district employee is chosen from the 100 North Carolina Conservation Districts throughout the State.

**4. Community Child Protection Team Annual Report (Don Seber)**

Chairman Alyson Nowicki provided the Annual Community Child Protection Team Annual Report.

## **VII. ADMINISTRATIVE REPORT**

**1. Public Housing - Crisis Housing Assistance Rehabilitation Contracts (Vonnie Fulwood)**

Staff recommends that the Board of Commissioners approve awarding three (3) Crisis Housing Assistance rehabilitation contracts to contractors, ABT Building & Construction LLC and Countywide CDC.

The North Carolina Redevelopment Center awarded Brunswick County grant funding in the amount of \$482,852.00 to assist those families who placed applications with the “Operation Brighter Day” campaign initiated through Governor Easley’s office. Brunswick County had 146 applications, which included farmers who applied for agricultural purposes. Some of these families have voluntarily dropped their application from the pool and others have been determined ineligible to receive assistance. To date there are approximately 95 families who remain in the pool of applications to be processed.

Staff is ready to begin awarding the rehabilitation contracts to begin the repair and rehabilitation phase of the grant. Preliminary title opinions have been conducted, work write-ups completed and contractors have submitted bids to complete the designated work from the write-ups for 3 owner occupied dwellings.

Staff requests that the Board award the following 2004 CHAF Rehabilitation contracts:

1. Mrs. Beverly Pigott of 945 Midway Road, Bolivia, NC in the amount of \$20,379.00 to Countywide Community Development Corporation.
2. Mrs. Iris Dutton of 8349 Horseshoe Road, Ash, North Carolina in the amount of \$35,000.00 to ABT Building & Construction, LLC.
3. Mrs. Annie Johnson of 221 Broadway Street, Navassa, North Carolina in the amount of \$35,000.00 to ABT Building & Construction, LLC.

When these contracts are awarded, a preconstruction conference will be held with the owners and contractors. Contractual requirements will be explained and all documents will be executed before work will begin.

Commissioner Moore moved to award 3 Crisis Housing Assistance rehabilitation contracts to contractors, ABT Building & Construction LLC and Countywide CDC. The vote of approval was unanimous.

## **2. Emergency Services – EMS Management and Consultants Contract (Brian Watts)**

Staff recommends that the Board of Commissioners approve the contract with EMS Management and Consultants for ambulance billing services.

Brian Watts, EMS Deputy Director explained that in March 2003, Brunswick County Emergency Services contracted with EMS Management and Consultants for ambulance billing services for all patient transports. The original contract was for a three year period and was for 8% of all revenue collected. This company has done an outstanding job of increasing revenue and it is time for contract renewal. This contract will be for an additional three years and the rate will remain at 8%.

Commissioner Sue moved to renew the contract with the EMS Management and Consultants for Ambulance Billing Services. The vote of approval was unanimous.

## **3. Emergency Services – Performance Grant Annual Award (Randy Thompson)**

Staff recommends that the Board of Commissioners approve the Emergency Management Performance Grant (EMPG) Annual Award for Brunswick County.

Randy Thompson, EMS Director explained that the Brunswick County Emergency Management Office has been approved for a \$31,843.00 Grant Award to assist with developing and maintaining a comprehensive emergency management program. There are a few objectives attached to this year's grant award and the task and objectives are noted on the Annual Grant Award. To date, all required documents necessary to meet this objective have already been forwarded to the State Office of Emergency Management. All other performance items such as satellite radio performance checks and scheduling disaster exercises are included in the scope of work for this current fiscal year.

During the budget process this year, Staff anticipates receiving \$10,000.00 in State revenue. Staff requests to place the additional funds in our budget account for the purchase of an additional emergency preparedness software to better communicate electronically with local partners during disaster events. This is an area that was indicated in the after action reports following this past years events. Staff requests to make available the additional revenue of \$21,843.00 to the EMS department for this purpose.

Commissioner Sue moved to approve the Emergency Management Performance Grant (EMPG) Annual Award for Brunswick County. The vote of approval was unanimous.

#### **4. Board of Education-NC School Facility Needs Survey Certification (Marty Lawing)**

Marty Lawing, County Manager explained that the Board of Education has requested that the Board of Commissioners certify the Facility Needs Survey that lists all improvements and facilities that the Board of Education feels are needed to meet projected enrollments through the 2014-15 school year. Every five years the North Carolina Department of Public Instruction requests facility needs information from local school systems. The information is used to determine school capital needs on a statewide basis. The facility survey includes projected costs for new schools, additions, renovations, furniture and equipment and land based on a priority rating scale of 1 to 5. The total cost for the nineteen projects included in the summary is \$130,880,649 based on statewide average cost projections.

Certification by the Board of Commissioners means that the survey was reviewed by the Board prior to being submitted to the State School Board. The Brunswick County Board of Education certified the survey on January 31, 2006.

Commissioner Rabon moved to Certify the North Carolina Public School Facility Needs Survey as presented by the Brunswick County Board of Education. The vote of approval was unanimous.

#### **5. Operation Services – Landfill Compactor (Steve Stone)**

Staff recommends that the Board of Commissioners approve the acquisition of a landfill compactor from Road Machinery Services, Inc. at a cost of \$398,500.

Steve Stone, Assistant County Manager explained that the C&D landfill compaction equipment is in very poor condition and needs replacement as soon as is possible. York County in South Carolina procured a new compactor identical to the type that we need through a sealed bid procedure in November of 2005. State purchasing rules allow us to “piggyback” on the York County bid award, so long as it is current within one year and under the condition that we run a legal notice stating our intent to do so at least 10 days prior to your action. The appropriate notice was advertised on 2/1/06 and as of today we have received no adverse comments from the public. Funding for the lease-purchase agreement is appropriated in the current C&D Landfill budget.

Commissioner Moore moved to waive bidding procedures and move toward acquisition of the Compactor. The vote of approval was unanimous.

#### **6. Public Housing (Steve Stone) (Added under Adjustments to the Agenda)**

Staff requests approval to set a Public Hearing for March 9 and March 20, 2006 for citizen participation in the 2006 Community Development Scattered Site Application.

Vonnie Fulwood, Public Housing Director explained that the North Carolina Division of Community Assistance (DCA) has conditionally awarded Brunswick County and its interested municipalities \$400,000 in Community Development Block Grant (CDBG) funds as part of the FY 2006 Scattered Site Housing Program (SSH). Municipalities have been made aware that the County will serve as lead agency in applying and administering these funds. Municipalities interested in the planning process have responded and meetings have been held to determine how beneficiaries are to be assisted in an equitable, flexible manner.

Citizen Participation is a part of the administrative process in applying for the FY06 Community Development Scattered Site Application. In an effort to get full community support and comments we have notified local churches and other community groups letting them know that

we are in the process of applying for these funds and are looking for families that would meet the eligibility criteria.

The March 9, 2006 public hearing is to allow citizens the opportunity to express views and proposals prior to the completion and submission of the application. The March 20, 2006 public hearing is required to present a description of the proposed project(s) including beneficiaries, activities to be carried out and the total costs of activities prior to submission of the application to the Division of Community assistance. The completed application and a list of eligible recipients will be completed and presented to the Board before the March 20, 2006 Public Hearing. The application is due into the state office by March 31, 2006.

Commissioner Sue moved to set a Public Hearing on March 9, 2006 at 10:00 a.m. for citizen participation in the 2006 Community Development Scattered Site Application and March 20, 2006 at 6:30 p.m. for input regarding the proposed projects. The vote of approval was unanimous.

### **VIII. BOARD APPOINTMENTS**

**1. Economic Development Commission** (3 appointments, District 2, 5, and at-large)

Chairman Sandifer nominated Jerry Jones, Commissioner Sue moved to table the District 5 appointment, and Commissioner Moore nominated Mike Reaves. Commissioner Rabon moved to close the nominations. The vote of approval was unanimous. Commissioner Moore moved to approve the appointments of Jerry Jones and Mike Reaves. The vote of approval was unanimous. Mr. Reaves and Mr. Jones were re-appointed to serve another three year term that will expire March 1, 2009.

**2. Utility Operations Board** (District 3)

Commissioner Moore nominated Susan Toth. Commissioner Rabon moved to close the nominations. The vote of approval was unanimous. Commissioner Moore moved to approve the appointment of Susan Toth. The vote of approval was unanimous. Ms. Toth will fill the unexpired term of David Durr (resigned) that will expire December 1, 2006.

### **IX. COUNTY ATTORNEY'S REPORT**

**1. Deed of Dedication-Water Lines for the Lakes -Brunswick Plantation (Huey Marshall)**

County Attorney recommends that the Board of Commissioners approve the Deed of Dedication from Caw Caw Land Corporation for water lines at The Lakes, a Condominium in Brunswick Plantation.

Commissioner Sue moved to approve the Deed of Dedication from Caw Caw Land Corporation for water lines at The Lakes, a Condominium in Brunswick Plantation. The vote of approval was unanimous.

**2. Deed of Dedication – Sewer Lines for the Lakes-Brunswick Plantation (Huey Marshall)**

County Attorney recommends that the Board of Commissioners approve the Deed of Dedication from Caw Caw Land Corporation for sewer lines at the Lakes, a Condominium in Brunswick Plantation.

Commissioner Sue moved to approve the Deed of Dedication from Caw Caw Land Corporation for sewer lines at The Lakes, a Condominium in Brunswick Plantation. The vote of approval was unanimous.



**3. Closed Session 7:11 p.m.**

Commissioner Rabon moved to enter Closed Session pursuant to NCGS 143-318.10 (a) (3) to discuss a privileged matter. The vote of approval was unanimous.

**BREAK**

Chairman Sandifer called a ten-minute break.

**Reconvened 8:43 p.m.**

Chairman Sandifer called the Open Session back to order and announced that no action was taken in Closed Session.

**X. OTHER BUSINESS/INFORMAL DISCUSSION**

There was no other business to discuss.

**XI. ADJOURNMENT**

Commissioner Sue moved to adjourn the Regular Meeting at 8:44 p.m. The vote of approval was unanimous.

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David R. Sandifer, Chairman

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Deborah (Debby) Gore, Clerk to the Board